

Conflict of Interest Code  
of the

**LOS ANGELES COMMUNITY COLLEGE DISTRICT**

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head, or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, and Chancellor, and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

# **LOS ANGELES COMMUNITY COLLEGE DISTRICT**

## **EXHIBIT "A"**

### **CATEGORY 1**

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

### **CATEGORY 2**

Persons in this category shall disclose all investments and business positions.

### **CATEGORY 3**

Persons in this category shall disclose all income (including gifts, loans and travel payments) and business positions.

### **CATEGORY 4**

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

### **CATEGORY 5**

Persons in this category shall disclose all business positions with investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell services and supplies of a type utilized by the District and the Foundation and associated with the job assignment of designated positions assigned to this disclosure category, with the exception of positions with a Foundation formed under the Nonprofit Benefit Public Corporation Law. (Corporations Code Section 5000, et. seq.)

## **LOS ANGELES COMMUNITY COLLEGE DISTRICT**

### **EXHIBIT "A"**

(Continued)

#### **CATEGORY 6**

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency. (See footnote for clarification.)

#### **CATEGORY 7**

Persons in this category shall disclose all income (including gifts, loans and travel payments) from any Los Angeles Community College District employee, any representative or association of such employee, and business position or income from any entity owned or controlled by such employee or his/her spouse or other financial dependent.

#### **CATEGORY 8**

Persons in this category shall disclose all income (including gifts, loans and travel payments) from investments in and business positions with any district employee or student, any agent or employee association representing any such employee or student, and business positions or income (including gifts, loans or travel payments) from any entity owned or controlled by such employee or any employee's spouse or other financial dependent.

## LOS ANGELES COMMUNITY COLLEGE DISTRICT

### EXHIBIT "B"

<b><u>Designated Positions</u></b>	<b><u>Disclosure Categories</u></b>
Board Members	1, 2, 3
Chancellor	1, 2, 3
Deputy Chancellor	1, 2, 3
Vice Chancellor, Business Services	1, 2, 3
Vice Chancellor, Operations	1, 2, 3
Vice Chancellor, Educational Services	1, 2, 3
Vice Chancellor, Human Resources	1, 2, 3
General Counsel	1, 2, 3
Associate General Counsel	1, 2, 3
Assistant General Counsel	1, 2, 3
Presidents	1, 2, 3
Vice President, Administrative/Admin. Services	1, 2, 3
Executive Director of Facilities Planning & Development	1, 2, 3
Director of Facilities Planning & Development	1, 2, 3
Director of College Facilities	1, 2, 3
Manager, Facilities Planning	1, 2, 3
Contracts Manager	1, 2, 3
Director of Business Services	1, 2, 3
College Procurement Specialist	1, 2, 3

**LOS ANGELES COMMUNITY COLLEGE DISTRICT**

**EXHIBIT "B" (Cont'd)**

<b><u>Designated Positions</u></b>	<b><u>Disclosure Categories</u></b>
Executive Assistant to the Chancellor	2, 3
Chief Financial Officer/Treasurer	2, 3
Senior Associate Vice Chancellor (Human Resources)	2, 3
Director of Human Resources and System Planning	2, 3
Director of Budget and Management Analysis	2, 3
Director of Internal Audit	2, 3
Vice Presidents, Academic Affairs	1, 4
Vice Presidents, (Academic Affairs) Workforce Education, Economic Development & Community Education	1, 4
Facilities Project Managers	1, 4
Director of Foundation	1, 5, 8
Foundation Development Officer	1, 5, 8
Associate Vice Chancellor	4, 7
Director of Employer-Employee Relations	4, 7
Assistant Director of Employer-Employee Relations	4, 7
Personnel Manager	4, 7
Employee Benefits Specialist	4, 7
Financial Aid Manager, CFAU	4, 7
Commission Members (Personnel Commission)	4, 7

## LOS ANGELES COMMUNITY COLLEGE DISTRICT

### EXHIBIT "B" (Cont'd)

<b><u>Designated Positions</u></b>	<b><u>Disclosure Categories</u></b>
Personnel Director (Personnel Commission)	4, 7
Committee Members (Joint Labor-Management Benefits Committee)	4, 7
Vice Chancellor of Instructional and Student Support Services	4
Vice Chancellor for Economic and Workforce Development	4
Vice Chancellor for Institutional Effectiveness	4
Vice Presidents, Student Services	4
Associate Vice Presidents, Administrative Services	4
Director of International Education	4
Director of Communications and External Relations	4
Director of Accounting	4
Director of Educational Research, Planning & Development	4
Director of Diversity Programs	4
Deputy Director, Construction Inspection	4
Associate Director of Occupational Programs	4
Associate Director of International Education	4
Dean, Workforce Development	4
Dean, Educational Programs/Institutional Effectiveness/ Education Support	4
College Financial Administrators	4

## LOS ANGELES COMMUNITY COLLEGE DISTRICT

### EXHIBIT "B" (Cont'd)

<b><u>Designated Positions</u></b>	<b><u>Disclosure Categories</u></b>
Deans, Resource Development & Community Relations	4
Deans, Academic Affairs/Center for Economic Development & Continuing Education/Service Careers/Tech Careers/Arts & Sciences	4
Associate Dean, Welfare-to-Work	4
Associate Dean, Special Projects	4
Associate Deans of Trade, Technical & Occupational Depts.	4
Associate Deans, Cal-Works	4
Contracts Analyst	4
Accounting Manager	4
Senior Construction Inspector	4
Risk Manager	4
Purchasing Agent	4
Chief Information Officer	4
Systems & Programming Manager	4
Data Center & Communications Manager	4
Software Systems Engineering Manager	4
Computer and Network Operations Manager	4
Assistant Computer and Network Operations Manager	4
Data Services Manager	4
Manager, College Information Systems	4

## LOS ANGELES COMMUNITY COLLEGE DISTRICT

### EXHIBIT "B" (Cont'd)

<b><u>Designated Positions</u></b>	<b><u>Disclosure Categories</u></b>
Enterprise Resources Planning (ERP) Project Coordinator	4
Administrator for College & District Public Relations	4
Public Information Officer	4
Manager, Public Relations	4
SAP Project Coordinator	4
SAP/ERP Manager	4
SFP – Program Director	4
Environmental and Occupational Health and Safety Specialist	4
Buildings & Grounds Administrators/Operations Managers and Facilities Managers	4
Manager of Satellite College Operations	4
Farm Manager	4
Equestrian Manager	4
Bookstore Managers	4
Bookstore Buyer	4
Food Services Managers	4
CalWorks Directors	4
Student Information System Lead Administrator	4
Student Board Member	4
Consultants/New Positions*	6



## **LOS ANGELES COMMUNITY COLLEGE DISTRICT**

### **EXHIBIT "B" (Cont'd)**

\*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Chancellor or his or her designee may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Chancellor or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

**EFFECTIVE DATE: 04/15/2015**